

MINUTE ITEM
This Calendar Item No. C43 was approved as
Minute Item No. 43 by the California State Lands
Commission by a vote of 3 to 0 at its
11-21-06 meeting.

CALENDAR ITEM
C43

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11/21/06

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Statewide

Bid Log Number 2006-03

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D. Brown, A. Abeleda

**REQUEST FOR AUTHORITY FOR EXECUTIVE OFFICER
TO SOLICIT BIDS, AWARD AND EXECUTE AGREEMENTS
TO REPAIR HUNTINGTON BEACH FIELD OFFICE**

PARTY:

California State Lands Commission
100 Howe Avenue, Suite 100 South
Sacramento, CA 95825-8202

BACKGROUND:

The State Lands Commission (CSLC) owns its Huntington Beach field office located at 1700 Pacific Coast Highway. This office is located in a prominent area of Huntington Beach along the Pacific Coast Highway. The building was constructed in the early 1940's, with total area of 3,780 square feet and is in need of many repairs, as well as accessibility improvements. Additionally, the buildings appearance and grounds are in disrepair and considered a visual nuisance to the community.

The field office is staffed by four oil and gas inspectors as part of the CSLC pollution and safety inspection efforts on State leases in surrounding counties. The field office is also equipped with an oil laboratory where crude oil from State leases is analyzed as part of the Commissions crude oil royalty program. The office is strategically located in Huntington Beach and is immediately adjacent to State oil and gas leases in the area. The office is also used as a base for staff working on the Bolsa Chica Wetlands Restoration project

PROPOSED ACTIVITY:

The Executive Officer requests delegation of authority to solicit bids, award and execute agreements to repair the Huntington Beach Field Office. The project cost is estimated at \$75,000.

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The bids will be conducted consistent with procedures as specified in the State Contracts Manual and Public Contract Code. The method will be an Invitation for Bid (IFB) Public Works contract with the lowest cost proposal meeting all requirements and criteria stated in the IFB. All bids will be available for public inspection at the Commission's Sacramento office.

STATUTORY AND OTHER REFERENCES:

1. Public Resources Code section 21065 and Title 14, California Code of Regulations, sections 15060 (c)(3) and 15378.
2. Public Resources Code Section 6106 (Delegation to execute written instruments)
3. Public Contracts Code Section 10108 (Authority of the Commission to perform Public Works Projects)
4. State Contracts Manual Chapter 11 Public Works Contracts

IT IS RECOMMENDED THAT THE COMMISSION:

1. FIND THAT THESE ACTIVITIES ARE EXEMPT FROM THE REQUIREMENTS OF CEQA PURSUANT TO 14 CAL CODE REGS. 15060(c)(3) BECAUSE THESE ACTIVITIES ARE NOT PROJECTS AS DEFINED BY PUBLIC RESOURCES CODE SECTION 21065 AND 14 CAL CODE REGS. 15378.
2. AUTHORIZE THE EXECUTIVE OFFICER OR HIS DESIGNEE TO SOLICIT BIDS, AWARD AND EXECUTE CONTRACTS NECESSARY TO REPAIR THE HUNTINGTON BEACH FIELD OFFICE IN ACCORDANCE WITH STATE POLICIES AND PROCEDURES.